

THE HOUSING AUTHORITY  
OF THE CITY OF  
WOONSOCKET, RHODE ISLAND

1. Call to order: 4:34 p.m. Regular Meeting of September 17, 2015 at the Woonsocket Housing Authority, 679 Social Street, Woonsocket, RI 02895

Pledge of Allegiance

Roll Call:

David Lahousse, Chairman  
Bernadette Rochefort, Vice Chairwoman  
Sally Anthony  
Charles Baldelli  
Roger Bouchard  
Pauline Clancy  
Marc Dubois

Christine O'Connor, Acting Executive Director  
Robert Moreau, Director of Security and Facilities  
Attorney Joseph J. Rodio, Sr.

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2. Good and Welfare for the Audience – none
  3. Chairman Lahousse asked for a motion to take new business Item A. Out of Order. On a motion by Commissioner Baldelli and seconded by Vice Chairwoman Rochefort, the Board unanimously voted (7-0) to accept.
  4. Chairman Lahousse asked for a motion for Executive Session to be convened pursuant to R.I. Gen. Laws §42-46-5 (a)(2) for presentation by William Starck Architects regarding Parkview Manor porch decks. A motion was made by Commissioner Anthony and seconded by Commissioner Clancy.

There was no discussion. A roll call vote was taken; the following were the Ayes” and “Nays”.

AYES

NAYS

Chairman Lahousse  
Vice Chairwoman Rochefort  
Commissioner Anthony  
Commissioner Baldelli  
Commissioner Bouchard  
Commissioner Clancy  
Commissioner Dubois

5. The Chairman asked for a motion to return to open session and seal minutes in accordance with R.I. Gen. Laws sec. 42-46-5(a)(2). A motion was made by Commissioner Baldelli and seconded by Commissioner Anthony.

There was no discussion. A roll call vote was taken; the following were the “Ayes” and “Nays”.

AYES

NAYS

Chairman Lahousse  
Vice Chairwoman Rochefort  
Commissioner Anthony  
Commissioner Baldelli  
Commissioner Bouchard  
Commissioner Clancy  
Commissioner Dubois

6. Chairman Lahousse asked for a motion to take new business Item E. Approval of fees for additional services provided by William Starck Architects, Inc. Out of Order. On a motion by Commissioner Baldelli and seconded by Vice Chairwoman Rochefort, the Board unanimously voted (7-0) to accept.

Chairman Lahousse asked for a motion to agree to additional compensation to William Starck Architects, Inc. for a total of \$21,425 for unanticipated costs. A motion was made by Chairman Lahousse and seconded by Commissioner Baldelli.

There was no further discussion. A roll call vote was taken; the following were the “Ayes” and “Nays”.

AYES

NAYS

Chairman Lahousse  
Vice Chairwoman Rochefort  
Commissioner Anthony  
Commissioner Baldelli  
Commissioner Bouchard  
Commissioner Clancy  
Commissioner Dubois

7. Good and Welfare for the Commissioners

Commissioner Baldelli asked that a policy be created regarding Commissioners being allowed to attend conferences. The Chairman agreed that any Commissioner who wished to attend a professional conference should be allowed to do so. Attorney Rodio explained that in fact the Commissioners are obligated

to get trained so that they can properly serve the Authority. The Chair explained that there had never been a problem with this issue before Director Morganelli and suggested that the Director should bring the requests before the Board.

The Chairman welcomed new Commissioner Clancy to the Board and wished her much success.

8. On motion by Commissioner Baldelli, seconded by Commissioner Anthony, the Board unanimously voted (7-0) to accept the minutes for the regular meeting of August 20, 2015.
9. On motion by Commissioner Baldelli and seconded by Vice Chairwoman Rochefort, the Board unanimously voted (7-0) to accept bills paid for the month of August 2015.
10. On motion by Commissioner Anthony and seconded by Vice Chairwoman Rochefort, the Board unanimously voted (7-0) to accept Communications and Interest of the Authority – A. Communication from a high-rise resident.

Director Moreau addressed the correspondence about the hallway carpets at Kennedy Manor needing to be cleaned. He explained that the hot water changeover project is still underway and with many contractors in and out of the building it would not be prudent to have the carpets cleaned at this time, though they are vacuumed at least once a week. The age of the carpets makes it virtually impossible for WHA personnel to get the carpets cleaned properly; a professional industrial cleaner is necessary. The Director is getting quotes for professional services once the hot water project is completed which is delayed due to the incorrect size tanks being ordered and having to be re-ordered. That is compounded by asbestos having to be abated around the shut-off valves. The Chair asked about the age of the carpeting; not certain, but they are old. Commissioner Anthony suggested having just one floor professionally cleaned first to see how it comes before committing to the entire building. There are also issues with the floors in some of the units that are being looked into.

11. The Chairman asked for a motion to approve and place on file for the purposes of discussion, the report of the Secretary. On a motion by Commissioner Baldelli and seconded by Vice Chairwoman Rochefort, the Board unanimously voted (7-0) to accept.

Acting Director O'Connor submitted her report as written highlighting the Immediate Impact Actions taken in the last month under the roles of Executive Director, Director of Administration and Personnel, and Procurement. Director O'Connor discussed elderly/disabled ratios in the high-rises and the order by Director Morganelli not to house any non-elderly applicants until the 85%/15% ratios could be aligned. This order resulted in qualified applicants not being housed, ready units sitting vacant, and no subsidy being received for those units. The Director explained researching the WHA's original Designated Housing Plan

which allows for the housing of the near-elderly (over 50) when there are not sufficient numbers of elderly applicants to meet the quotas. Director O'Connor received confirmation in writing from HUD and okayed the filling of many units which had been sitting vacant for over six weeks.

The Director commented on the RAD conference calls that she and the Chairman have participated in. The RAD that the WHA was awarded is for all 300 units at Veteran's which is not feasible because there are not enough financial resources available. It has been suggested that the RAD be broken out into 3 or 4 phases to make it manageable, but time is running short. To be continued...

Under Administration and Personnel, Director O'Connor spoke of posting and permanently filling the reception position which had been manned by a temporary employee since April 3. A second leadman position was voted on and approved by the AFSCME union in response to the Director's offer. The position was posted and interviews are scheduled. The Public Housing Manager position for the highrises has been posted. This position has been filled on an interim basis since September of last year. A meeting was held with ADP to discuss automating the time and attendance process for the WHA. Currently, the majority of employees still punch a timecard which then has to be manually calculated.

Regarding procurement issues, The Director indicated that she deferred the renewal of the Haven of Grace contract for Homework Club services at the family developments for a Board vote today. The managers at the family developments do not see the value in the club which by most accounts is more of a babysitting service.

12. The Chairman asked for a motion to approve and place on file for the purposes of discussion, the reports of the Direct Staff, legal and financial. On a motion by Commissioner Dubois and seconded by Commissioner Anthony, the Board unanimously voted (7-0) to accept.

Director Moreau reported on the mass of unit transfers for those residents who were either under-housed or over-housed. Rather than addressing the matter incrementally, Director Morganelli mandated that all of the transfers be done at once sending the maintenance crews into a tailspin resulting in, at one point, 37 vacancies at one time. All transfers have been stopped effective immediately until the crew can catch up to allow the existing vacancies to be completed so that people can be housed and subsidies can resume. The Director also informed the Board that if they are hearing that our properties are not up to par, it is because the maintenance men are absolutely inundated. Commissioner Clancy commented on the diligence of the maintenance man in her building, but sees that he is overwhelmed. The Director informed the Board that contract painters have been scheduled to assist in order to get the units ready and the subsidies flowing again.

13. Report of Committees – none

14. Unfinished Business - none

## 15. New Business

### A. Taken Out of Order.

Chairman Lahousse asked for a motion to take new business Items C and D, Out of Order. On a motion by Commissioner Anthony and seconded by Vice Chairwoman Rochefort, the Board unanimously voted (7-0) to accept.

### C. The Chairman asked for a motion to approve extending legal contracts on a month-to-month basis for a period up to one year. A motion by Commissioner Baldelli was seconded by Commissioner Anthony.

The Chairman explained that there is a second one-year rollover option on the contracts and that is what the Chair is asking to execute on a month-to-month basis, until the bid process can be completed.

There was no further discussion. A roll call vote was taken; the following were the “Ayes” and “Nays”.

#### AYES

Chairman Lahousse  
Vice Chairwoman Rochefort  
Commissioner Anthony  
Commissioner Baldelli  
Commissioner Bouchard  
Commissioner Clancy  
Commissioner Dubois

#### NAYS

### D. The Chairman asked for a motion to discuss the contract for The Haven of Grace Homework Club at the family developments. A motion was made by Commissioner Baldelli and seconded by Commissioner Clancy.

Acting Director O'Connor reported on feedback from the managers at both family developments who consider the service to be more babysitting than a homework club. The Acting Director had no stats to support the activity as they were never submitted by the Haven of Grace as promised.

Commissioner Baldelli expressed his opposition to this contract.

Commissioner Clancy commented that there are similar services provided at the Citizens and Coleman schools. Commissioner Baldelli made a motion to deny the renewal of the Haven of Grace contract. The Vice Chairwoman seconded the motion. Commissioner Dubois asked how The Haven of Grace attached their name to this club; it has been under their direction for over a decade.

There was no further discussion. The Board voted not to renew the contract with The Haven of Grace. A roll call vote was taken; the following were the “Ayes” and “Nays”.

AYES

NAYS

Chairman Lahousse  
Vice Chairwoman Rochefort  
Commissioner Anthony  
Commissioner Baldelli  
Commissioner Bouchard  
Commissioner Clancy  
Commissioner Dubois

- B. Chairman Lahousse asked for a motion for Executive Session to be convened pursuant to R.I. Gen. Laws §42- 46-5(a)(1) for discussion of personnel matters. A motion was made by Commissioner Baldelli and seconded by Commissioner Dubois.

There was no discussion. A roll call vote was taken; the following were the “Ayes” and “Nays”.

AYES

NAYS

Chairman Lahousse  
Vice Chairwoman Rochefort  
Commissioner Anthony  
Commissioner Baldelli  
Commissioner Bouchard  
Commissioner Clancy  
Commissioner Dubois

16. Chairman Lahousse asked for a motion return to open session and seal minutes in accordance with R.I. Gen. Laws sec. 42-46-4(a) and 42-46-5(1). A motion was made by Commissioner Bouchard and seconded by Commissioner Anthony.

There was no discussion. A roll call vote was taken; the following were the “Ayes” and “Nays”.

AYES

NAYS

Chairman Lahousse  
Vice Chairwoman Rochefort  
Commissioner Anthony  
Commissioner Baldelli  
Commissioner Bouchard  
Commissioner Clancy  
Commissioner Dubois

17. Adjournment

Chairman Lahousse asked for a motion to adjourn. A motion was made by Commissioner Baldelli and seconded by Commissioner Anthony at 6:22 p.m.

Roll call vote was unanimous.

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David Lahousse  
Chairman